



**BUILDING DEPARTMENT
350 CITY HALL SQUARE W.
WINDSOR ON
N9A 6S1**

WWW.CITYWINDSOR.CA

CONSTRUCTION GUIDE FOR RESIDENTIAL SWIMMING POOLS



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WHAT DO I NEED TO KNOW BEFORE STARTING?

ALL RESIDENTIAL SWIMMING POOLS REQUIRE A BUILDING PERMIT.

Swimming Pool means a structure, filled or capable of being filled with water, that is, or capable of being, used for swimming, diving and/or other recreational purposes that has a

- minimum depth of water of 610.0 mm (24 inches) AND
- with more than 2.0m² (21.5sq. ft.) in surface area

It may include a vessel designed or intended for therapeutic or bathing purposes commonly referred to as a hot tub, whirlpool, hydro massage pool, jetted tub or spa or a pond.

It includes any equipment that circulates, heats, or treats the water in a swimming pool, hot tub or pond.

The information contained within this pamphlet is intended as a guide.

If a deck is to be constructed along with the pool, a separate permit for the deck is required.

If you have any questions or concerns contact the Building Department for more information at:

- buildingdept@citywindsor.ca
- 519-255-6267

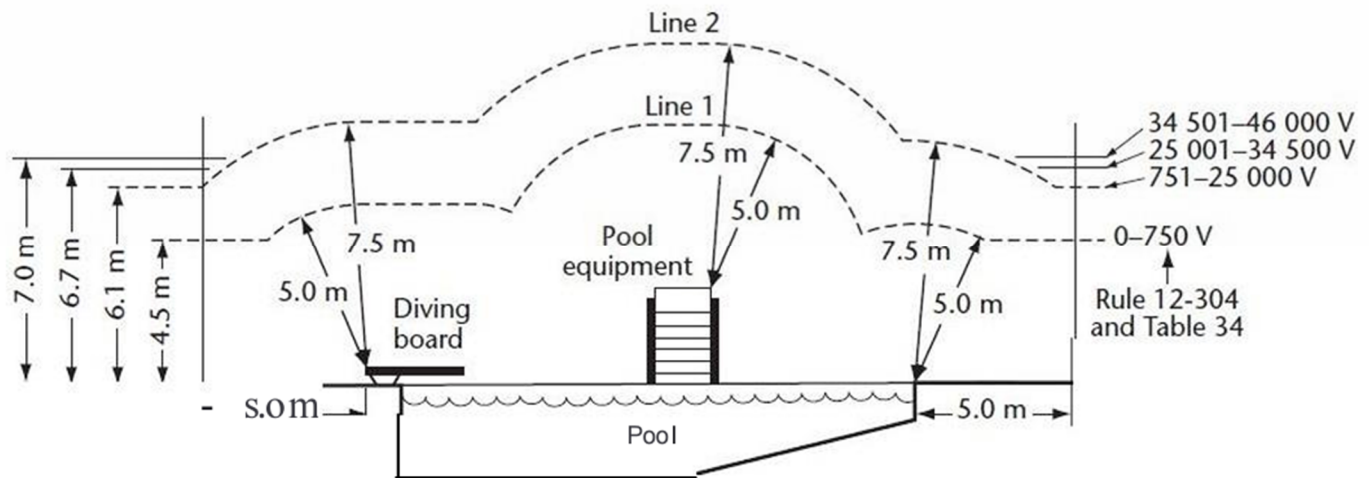
WHAT ARE THE REGULATIONS FOR A RESIDENTIAL SWIMMING POOL?

A residential swimming pool is NOT permitted in a required front yard.

A minimum separation from the side and rear lot line of 1.20 metres (4'0") is required for the swimming pool and any pool equipment.

A swimming pool shall not be located beneath existing above ground electrical conductors. Where a building is to be constructed in proximity to above ground electrical conductors, horizontal clearances between buildings and conductors shall comply with Subsection 3.1.19 of the Ontario Building Code

Enwin Clearances for Pools:



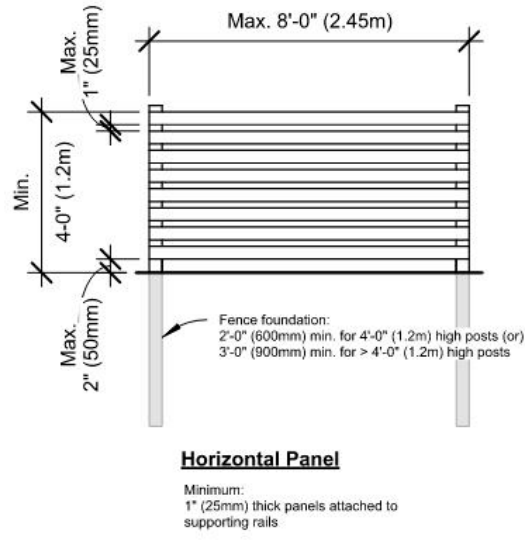
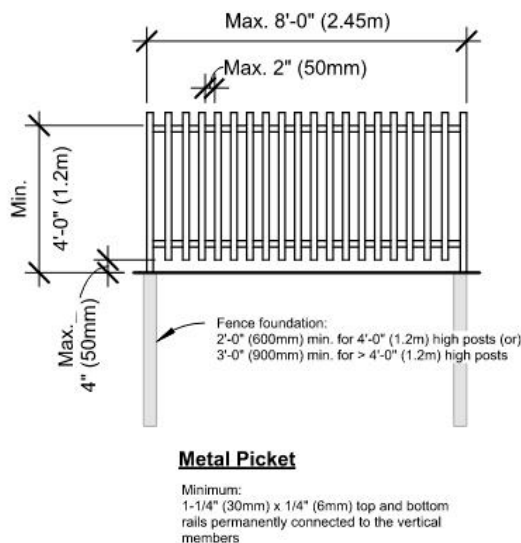
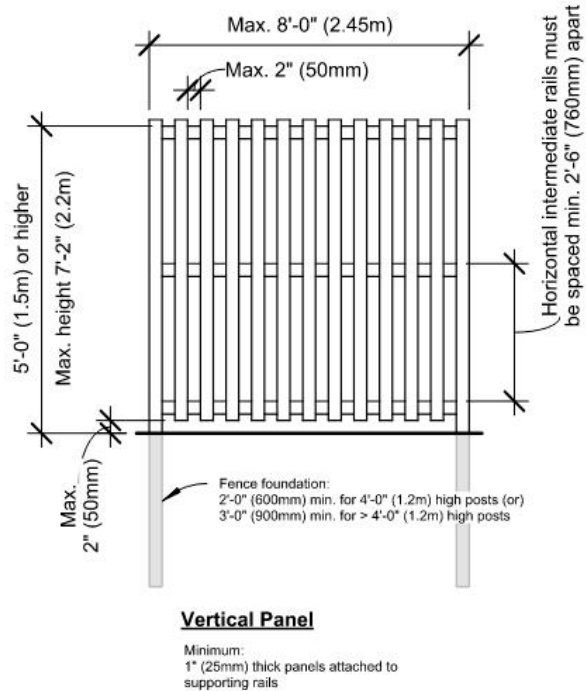
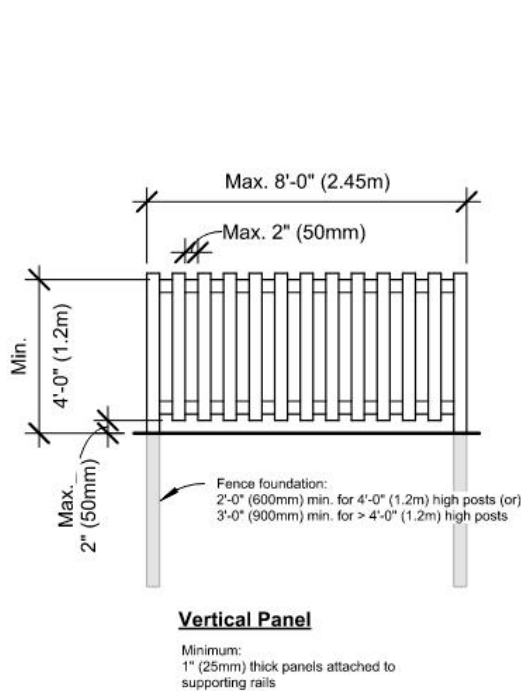
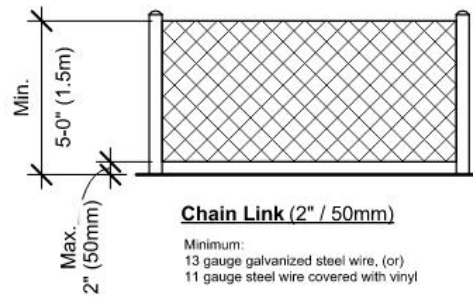
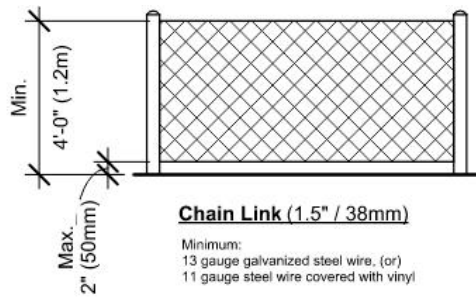
Note: Clearances shown beyond 5 m from the pool edge are found in Rule 12-304 and Table 34.

Prior to construction of a swimming pool a temporary enclosure must first be installed unless an existing swimming pool enclosure has been confirmed to be in compliance by a Building Officer.

Additional regulations may apply. For the full list of regulations please refer to Section 5 of the City of Windsor Zoning By-law 8600 and the City of Windsor Swimming Pool By-law 160-2010. Please contact the building department for additional information and clarification.

Residential Swimming Pool Enclosures

- All swimming pools shall be completely enclosed by a fence or suitable enclosure.
- All fences and enclosures shall be constructed so that it does not facilitate climbing
- A swimming pool enclosure shall be constructed of the following materials:



- Barbed or razor wire, electrified wire, sharp projections, or any other unsafe or dangerous feature on either side of the swimming pool enclosure is NOT permitted.

Residential Swimming Pool Gates and Entrances

All gates and entrances of an enclosure must be:

- the same type and height to that of the required swimming pool enclosure;
- supported on operable hinges of a quantity and quality to safely and adequately support the entrance at all times;
- equipped with an operable self-latching device located a minimum of 1.2m above grade on the interior of the entrance;
- equipped with an operable self-closing device; AND
- equipped with an operable locking device.

Any entrances consisting of a double gate must be supported on operable hinges of a quantity and quality to safely and adequately support the entrance at all times and equipped with an operable locking device that locks both gates. At least one gate must be equipped with an operable self-closing and self-latching device located a minimum of 1.2m above grade on the interior of the entrance. The remaining gate shall be anchored with a ground pin.

Except when the swimming pool is in use and being supervised by an adult, all the entrance(s) which form part of a swimming pool enclosure shall be kept locked at all times.

WHAT DO I NEED TO SUBMIT FOR A PERMIT FOR A RESIDENTIAL SWIMMING POOL?

- Complete application through Cloudpermit at <https://ca.cloudpermit.com/>
- Site Plan - A site plan identifies buildings and other features in relation to property boundaries. It should identify the location of your existing house, other existing structures (ie. garages, sheds, decks) and the proposed construction
- Along with the documents/plans listed above, other approvals may be required for your particular project. The following are some approvals that may be required upon submitting your application prior to issuance of a building permit.
 - ERCA
 - Ministry of Transportation
 - Septic Sewage System Approval
 - Additional permits or approvals

WHAT IS THE COST OF A PERMIT?

The following is the standard fees that apply:

Construction Permit Fee	\$17.00 per \$1,000.00 of estimated cost of work (min \$235)
Zoning Fee	\$55
GIS User Fee	7% of the building permit total (does not include Indemnity deposit)
Indemnity Deposit*	\$50/m of frontage (for inground swimming pools)

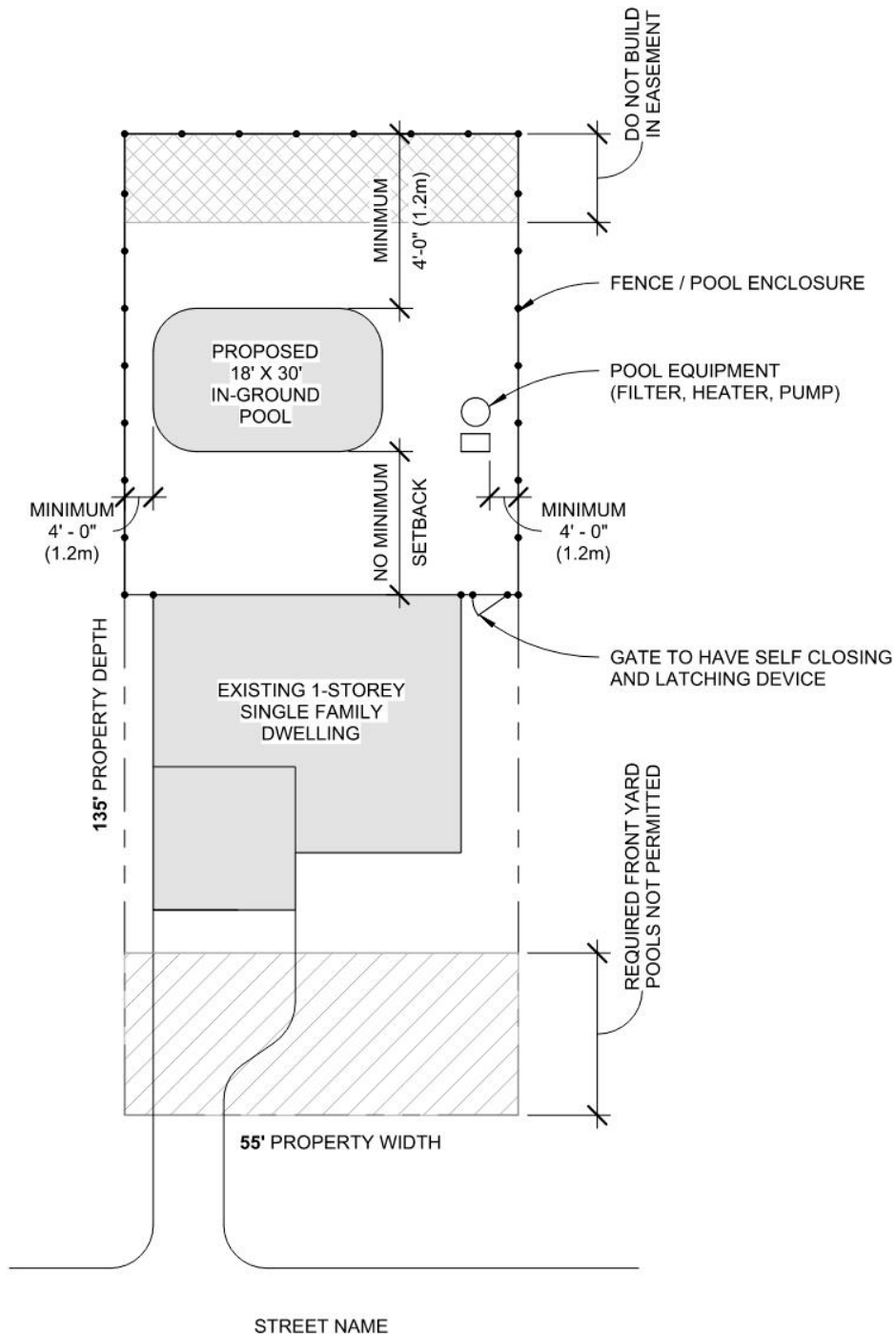
**Indemnity Deposit is a sum of money paid to the City of Windsor to meet the cost of repairing any damage to the sidewalk, curbing or paved boulevard or to any water service box or to any other service therein caused by vehicles delivering material, or removing material from a lot on which a building is being constructed or demolished. Upon the completion of the construction or demolition of the building, the deposit, less any costs the Corporation incurs for any repairs or removal of building materials, waste or soil from the public streets, shall be refunded by the Corporation.*

Some fees may vary. For a complete fee schedule please go to the City of Windsor web site at www.citywindsor.ca
Please note: Fees as of **MARCH 1, 2024** and are **subject to change** upon Council approval.

ESTIMATED COST OF POOL: \$ _____

Be sure to:

- ☐ Draw the entire property and dimension the lot.
- ☐ Identify the location of your existing house and other existing structures. (ex. Garages, sheds)
- ☐ Show the proposed swimming pool. Provide pool size and dimensions to the property lines.
- ☐ Show pool equipment with dimensions to the property lines.
- ☐ Show and label the pool enclosure and gate with self closing and self latching device. If there is no enclosure, indicate height of pool and lockable ladder.
- ☐ Label the street and property lines.
- ☐ Show any easements. (i.e. Enwin, right of way, etc.)



Note: Corner lots may have additional requirements and bylaw concerns. Please contact the Building Department for additional information

CUSTOM SITE PLAN

Use this page to draw your own site plan. Call out all required items. All plans must comply with the OBC & City regulations.

Tip: Use the sample drawing as a reference to see the kind of quality and detail we look for in drawings.

A large rectangular area filled with a light gray dashed grid, intended for drawing a site plan. The grid consists of small squares, approximately 10 units wide and 20 units high.

AFTER I GET MY PERMIT WHAT INSPECTIONS ARE REQUIRED?

Inspections are conducted for construction authorized through a building permit that was issued by the City's Building Department. It is the responsibility of the Property Owner or authorized agent of the Property Owner to request building inspections at key stages of construction.

Same day Inspection requests are not available.

A re-inspection fee may be applied for work that is not deemed ready for inspection. To avoid re-inspection fee charges, please contact the dispatcher to cancel before the building inspector attends the site.

Required During All Inspections

- An original set of all issued permit documents from the City (including 1-swimming pool permit, 2-permit plans and 3-any attached documents.
- Safe access to the site during all inspections.

Required Inspections

The following are the required inspections for residential swimming pools:

1. PRE-BUILD – On site Inspection PRIOR to Construction Start

PRIOR to Construction starting the Inspector will meet with the permit holder on site to:

- Review permit documents with Permit Holder. Review any existing fences that will surround the pool to determine if the fence complies with the Swimming Pool Bylaw requirements for a pool enclosure.
- Review the proposed swimming pool location in the yard and proximity to any easements or overhead hydro lines. This requires the owner to **mark the location of the pool** in the yard prior to the inspection taking place.
- Review of existing rear yard drain (if one exists) to determine if relocation of the drain is necessary.

2. REAR YARD DRAIN INSPECTION

This inspection is only required if inspection 1. Pre Build determined the rear yard drain was required to be relocated. During this inspection the inspector will inspect:

- The relocated drain tile system installation. (To allow for proper inspection it is required that the relocated drain tile system be fully uncovered.)

3. FINAL POOL

Please call for inspection **BEFORE** the pool is completely filled with water and once the pool and pool equipment are installed. During this inspection the Inspector will review and verify:

- The completed swimming pool location, installation and completed pool enclosure.
- The final property grade.

How to Schedule an Inspection

Once a building permit is issued and the project is ready for an inspection by a City building inspector, there are two (2) methods available to request an inspection:

1. REQUEST AN INSPECTION THROUGH THE CLOUDPERMIT SYSTEM

- To book an inspection in the Cloudpermit system, log in to your Cloudpermit account, open the permit that the inspection relates to and follow the prompts to request an inspection.
- Cloudpermit will provide a confirmation for your inspection request
- If the inspection type is not listed as an option under your permit, please call or e-mail dispatch so that we may select the most appropriate inspection type.

2. EMAIL YOUR INSPECTION REQUEST

- A confirmation email will be sent to the requestor confirming the inspection has been booked.
- Send an email to dispatch@citywindsor.ca
- In the subject line of the email, indicate the building permit number and municipal address of the project.
 - In the body of the email, indicate the following:
 - Type of inspection being requested
 - Preferred inspection date and time of inspection (a.m. or p.m.) and
 - Site contact name/number (This is the person who will be meeting the inspector on-site.)

ADDITIONAL INFORMATION



Before you dig contact Ontario One Call to locate all buried underground services. For more information go to ontarioonecall.ca or for more information call 1-800-400-2255



Doing electrical work? A notification must be filed with the Electrical Safety Authority. Hiring someone to do electrical work? They must be a Licensed Electrical Contractor. It's the law. For more information go to esasafe.com or call 1-877-372-7233



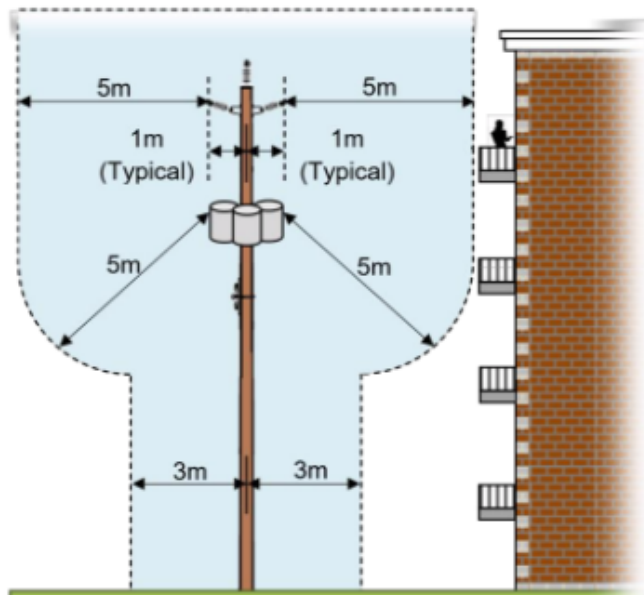
A Guide to Required Clearances from Overhead Power Lines

Medium Voltage Clearance Requirement (more than 750 volts)

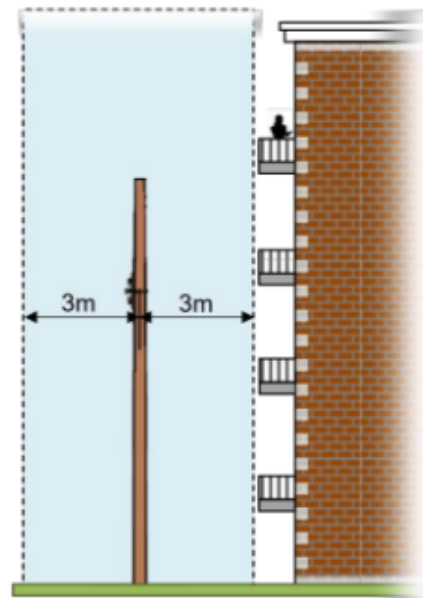
The Ontario Building Code states that a three (3) metre minimum horizontal clearance plus conductor swing must be maintained between a building and medium voltage conductors (Part 3.1.19.1). ENWIN has a two (2) metre maximum conductor swing. Therefore a five (5) metre minimum horizontal clearance from ENWIN medium voltage conductors is required for new construction and renovations.

Low Voltage Clearance Requirement (750 volts or less)

The Ontario Building Code also states that a one (1) metre minimum horizontal clearance plus conductor swing must be maintained between a building and low voltage conductors (Part 3.1.19.1). ENWIN has a two (2) metre maximum conductor swing. Therefore a three (3) metre minimum horizontal clearance from ENWIN low voltage conductors is required for new construction and renovations.



Clearance from Medium Voltage (more than 750 volts)
Clearance from medium voltage conductor: 5 metres
Clearance along pole line: 3 metres



Clearance from Low Voltage (750 volts or less)
Clearance along pole line: 3 metres

Contact Us...

If you have any comments or questions including ownership or voltage of overhead lines near your construction please call ENWIN's Technical Services Department Monday to Friday (excluding statutory holidays) from 7:30am – 4:00pm.

Telephone: 519-251-7303

E-mail: tsd@enwin.com

Or visit us at 4545 Rhodes Dr. in Windsor, ON.